

**MINUTES
COMMITTEE OF THE WHOLE MEETING
Monday, May 28, 2013**

Present:

Trustee Brandt	Trustee Feldman
Trustee Grujanac	Trustee McDonough
Trustee McAllister	Trustee Servi
Mayor Blomberg	Village Clerk Mastandrea
Village Manager Burke	Police Chief Kinsey
Director of Public Works Hughes	Village Treasurer Curtis
Director of Community Development McNellis	Village Attorney Simon
Finance Director Peterson	

ROLL CALL

Mayor Blomberg called the meeting to order at 7:26 p.m. and Village Manager Burke called the Roll.

2.0 APPROVAL OF MINUTES

2.1 Acceptance of May 13, 2013 Committee of the Whole Meeting Minutes

The minutes of the May 12, 2013 Committee of the Whole Meeting were approved as submitted.

3.0 ITEMS OF GENERAL BUSINESS

3.1 Planning, Zoning and Land Use

3.11 Consideration and Discussion of a Proposal for a Grocery Delivery Service Pilot Program at 300 Knightsbridge Parkway (Van Vlissingen & Company / Peapod)

Director of Community Development McNellis reviewed the request for the proposed grocery deliver service pilot program. Staff recommends permitting the program for a trial period. If the pilot program is approved by the Board, staff would look at all types of delivery services and other temporary uses to make further recommendations regarding Code changes that may be needed.

Vicki Lamphere Burchard, representing 300 Knightsbridge Parkway came before the Board and stated the desire would be to move forward with the program as an opportunity to maintain the quality business environment, offer additional amenities to employees in the business park and to draw businesses.

John Burchard, representing Peapod, presented a summary of the proposed program and similar programs Peapod is exploring in other areas and requested approval from the Board.

Trustee Brandt said her concern would be signage. Mr. Bruchard said the Peapod truck would be used for signage, and there may be one other temporary sign on Knightsbridge providing direction on where to go. Trustee Brandt suggested Peapod may want to participate in the Taste of Lincolnshire to advertise this pilot program.

Trustee Feldman asked if this would present a problem with the new Fresh Market grocery store opening in June. Village Manager Burke noted the Peapod truck could not be parked at the site of the new grocery store or any of the outlots per the covenants and restrictions on the downtown development site. Trustee Feldman asked how sales tax would be handled. Mr. Burchard said there warehouse is in Lake Zurich and is considered the point of purchase, so Lake Zurich would benefit from the sales tax.

Trustee Brandt asked the applicant to explain a typical order. Mr. Bruchard stated a typical order would be a typical grocery order but they focused on fresh products which includes approximately 12,000 products.

Trustee Servi thinks this will compete with The Fresh Market but is a good amenity and would be willing to approve the pilot. Trustee Brandt noted competition is good and makes others work harder and smarter and indicated her support of the pilot program. Trustee Feldman stated she was in favor of the pilot.

There was a consensus of the Board to permit the Grocery Delivery Service Pilot Program and direct staff to monitor the program and evaluate if any change in codes is needed to permit a permanent program like the pilot to be allowed indefinitely. Manager Burke noted no formal approval by the Village Board is needed at this time.

3.12 Consideration and discussion of the 2013 Lincolnshire Economic Development Strategic Plan (Village of Lincolnshire)

Director of Community Development McNellis reviewed the draft Economic Development Strategic Plan and feedback staff received as a result of the public comment period. Director of Community Development McNellis explained the draft document presented for Village Board review is the same as that previously presented with various graphic elements added for the final presentation document.

Village Attorney Simon stated goal four appears to only include trade shows being visited for one year. Director of Community Development McNellis noted the action items only reflect the year a particular action item is to be initiated. There is an expectation the new program or activity will be carried forward. Trustee Servi noted some of the goals may need

to be prioritized sooner than depicted on the schedule in the draft document. Director of Community Development McNellis stated goals could be changed if the Board decided and explained the document would be visited annually and adjusted as needed.

Mayor Blomberg stated the plan appears to be a full time job and is concerned the Village could fall short of its objectives. Village Manager Burke stated Planner Zozulya is currently focused on Economic Development. Director of Community Development McNellis stated this was an exciting opportunity to be involved in and planned to play a role in the plan as well.

There was a consensus of the Board to move forward with the plan and place it on the agenda for the June 10, 2013 Village Board meeting for formal approval.

3.2 Finance and Administration

3.3 Public Works

3.4 Public Safety

3.5 Parks and Recreation

4.0 **UNFINISHED BUSINESS**

Trustee Brandt stated she was in attendance at the past Taste of Lincolnshire meeting along with staff and the Chamber and updated the Board regarding the events, restaurants, bands, children's area, life/health/beauty/fitness area. Village Manager Burke and Trustee Brandt noted they have seen real group effort to support the event in recent weeks.

5.0 **NEW BUSINESS**

6.0 **EXECUTIVE SESSION**

7.0 **ADJOURNMENT**

Trustee Servi moved and Trustee Brandt seconded the motion to adjourn. The voice vote was unanimous and the Mayor Blomberg declared the meeting adjourned at 8:04 p.m.

Respectfully submitted,

VILLAGE OF LINCOLNSHIRE

Barbara Mastandrea
Village Clerk

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